

**State of Maryland Commission on Civil Rights
Commission Meeting
July 10, 2018 – 10am
MINUTES**

Commissioners Present: Shawn M. Wright, Esq., Chairperson; DeWayne Wickham; Roberto N. Allen, Esq.; Hayden B. Duke
Commissioners Present by Phone: Gary C. Norman, Esq., Vice Chairperson
Management Present: Alvin O. Gillard, Executive Director; Glendora C. Hughes, General Counsel; Nicolette Young, Assistant Director
Staff Present: S. Spencer Dove, Executive Associate; Tara Taylor, Education & Outreach Director
Guests Present: Delegate Joseline A. Peña-Melnyk; Kalilah Kmt; Cesiah Frentis

ITEM	SUMMARY	ACTION
Call to Order	1. Meeting called to order at 10:08am.	None.
Approval of Minutes	1. Motion to approve May, 2018 and June, 2018 minutes by Vice Chairperson Norman, seconded by Commissioner Allen; motion passed unanimously.	None.
Chairperson’s Report	1. Chairperson welcomes Commissioners, Staff, and guests to the meeting. Reviewed agenda.	None.
Executive Director’s Report	<ol style="list-style-type: none"> 1. Completed our submissions to HUD. Our contract year ended on June 30. MCCR submitted 100 cases and it is our belief all 100 will be accepted. We have completed our goal of 100 cases after progress over the past couple of years. Many congratulations to Deputy Director Cleveland Horton and the Case Processing Unit for rising to the challenge and meeting this goal, as well as all staff at MCCR for supporting the agency as a whole. 2. EEOC contract ends in September. We are on track to meet our EEOC contract again this year. 3. Last year MCCR had over 1000 complaints in its pending case inventory. Staff turnover and onboarding has contributed to the increase in this number. Presently the agency is at approximately 800 cases in its inventory. 4. Agency overall moving in a great direction and MCCR is starting the fiscal year off strong. 	None.
Assistant Director’s Report	<ol style="list-style-type: none"> 1. Reviewed submitted written report. 2. Beginning the fiscal year off incredibly strong. Ended FY2018 in the black. 3. Agency will continue to fill vacancies as they are available. Yesterday interviewed “best qualified” applicants for a Civil Rights Officer II (contractual) position. 	None.
General Counsel’s Report	<ol style="list-style-type: none"> 1. Introduced Delegate Peña-Melnyk who is with the Commission to discuss the legislative process from the perspective of a legislator. 2. Reviewed submitted written report. 	None.
Education &	1. MCCR has been doing bi-monthly sexual harassment workshops throughout the State. Requests have	

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Outreach Unit Director's Report	increased dramatically with the media attention received by this issue. Also working alongside the Statewide EEO Coordinator at Department of Budget & Management to comply with the new law effective October 1 for each agency and state employee to be trained in sexual harassment prevention in the workplace.	
Old/New Business	1. Provided update on MCCR dual jurisdiction with Insurance Commission. Discussion on implementing process and procedures for addressing dual jurisdictional matters.	None.
Good & Welfare	1. MCCR Commissioners and Staff wanted to take a moment to thank Vice Chairperson Norman for his service and support during his term with the agency.	None.
Adjournment	1. Meeting adjourned by Commissioner Allen at 11:57am, seconded by Chairperson Wright, motion carries unanimously.	Adjourned.